



Republic of the Philippines
Department of Education

14 DEC 2016

DepEd MEMORANDUM
No. **219** s. 2016

LETTERS FROM THE CONGRESS, LOCAL GOVERNMENT UNITS, NONGOVERNMENT ORGANIZATIONS, OFFICES, AND SCHOOLS REQUESTING FOR SCHOOL BUILDINGS, CLASSROOMS, REPAIRS, COMPUTER EQUIPMENT, VEHICLES, ETC.

To: Undersecretaries
Assistant Secretaries
Regional Secretary, ARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd), through the Office of the Undersecretary for Administration (OUA), will be compiling all **letters from the Congress, local government units (LGUs), nongovernment organizations (NGOs), offices, and schools requesting for school buildings, classrooms, repairs, computer equipment, vehicles, etc.** which have been received by the DepEd through its various officials, offices and instrumentalities from June 30 to December 31, 2016 for consolidation and documentation.
2. As such, the OUA is requesting for available copies of these letters which have been received by your office and still in your files or custody, whether the same have already been routed and/or submitted to the Office of the Secretary (OSEC), OUA, and/or other offices, in order not to miss any letter that might have slipped the Department's attention. Copies of these letters shall be submitted to the OUA on or before **December 29, 2016**.
3. It is the intention of OUA to come up with a consolidated listing of all requests from June 30 to December 31, 2016 to ensure that such requests have been acted upon and included in DepEd's validation process.
4. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Reference:
None

To be indicated in the Perpetual Index
under the following subjects:

CLASSROOMS	REPAIR
LISTS	SCHOOLBUILDINGS
OFFICIALS	VEHICLES
REQUESTS	

Lem: DM: Usec for Admin Letters from Congress, LGUs, Schools, NGOs, Offices, etc
0914-Dec 08/Dec 13 2016